

# **VIRGINIA LAW ENFORCEMENT PROFESSIONAL STANDARDS COMMISSION**



## **COMMISSION BYLAWS**

## **ARTICLE I: NAME**

The name of the commission will be the Virginia Law Enforcement Professional Standards Commission (VLEPSC.)

## **ARTICLE II: MISSION AND GOALS**

The mission of the Virginia Law Enforcement Professional Standards Commission is to advance law enforcement professionalism through the establishment of professional standards and the administration of a formal mechanism by which Virginia agencies can be systematically measured, evaluated, and updated. The Commission goals include:

1. To increase the effectiveness and efficiency of law enforcement agencies in the Commonwealth in the delivery of services;
2. To promote cooperation and coordination among all components in the criminal justice system;
3. To ensure the appropriate level of training for law enforcement personnel; and
4. To promote public confidence in law enforcement.

## **ARTICLE III: EXECUTIVE BOARD**

The Executive Board shall be comprised of six (6) individuals chosen by the Virginia Association of Chiefs of Police and six (6) individuals chosen by the Virginia Sheriff's Association. All Executive Board members must be active Chiefs of Police or Sheriffs of a town, city, or county, and serve for a term as designated by their respective Associations.

At the regular summer meeting of the Board in even number years (e.g. 2004, 2006), the Vice Chairperson shall assume the duties of the Chairperson, and a Vice-Chairperson and a Treasurer shall be elected by majority vote of the Board members. The Vice-Chairperson must be a representative from the association not represented by the Chairperson.

The Chairperson shall:

1. Chair all meetings of the Board;
2. Call special meetings of the Board;
3. Serve as the liaison to both governing Associations;
4. Act as the Board representative at all accreditation ceremonies.

The Vice-Chairperson shall, in the absence of the Chairperson, assume the duties of the Chair at all Board meetings or functions. The Vice-Chairperson is authorized to represent the Commission at accreditation ceremonies.

## **ARTICLE IV: VOTING**

The right to vote on Commission business is limited to members of the Executive Board, or their designee. Each member of the Board is entitled to one vote. At any meeting of the Board, a member is entitled to vote either in person, by designee, by absentee vote, or by proxy. Votes by designee, proxy, or absentee must be executed in writing to the Chairperson prior to the start of any Board meeting.

Motions authorizing accredited status for agencies require a minimum of eight (8) votes to pass, with written proxy, designee, and absentee votes permitted. Members of the Board will not be eligible to participate in voting on any matter involving the accreditation or re-accreditation of their own agency.

Motions to approve or amend standards require a minimum of seven (7) affirmative votes to pass, with written proxy, designee, and absentee votes permitted.

Motions on all other Board business requires a simple majority vote to pass.

## **ARTICLE V: QUORUM**

A quorum for conducting official Board business shall consist of a minimum of four members of each Association, including absentee, designee or proxy votes.

## **ARTICLE VI: VACANCIES**

Vacancies on the Executive Board shall be filled through internal process of the Association responsible for the seat vacated. A vacancy in the position of Chairperson shall be filled by the Vice-Chairperson for the balance of the Chairperson's term. The Vice-Chairperson and Treasurer positions shall then be filled by Board vote. Vacancies on any subcommittees shall be filled at the discretion of the Chairperson.

## **ARTICLE VII: MEETINGS**

The Executive Board shall meet at least quarterly during the year. Special meetings of the Board may be called by the Chairperson. Members of the Board will be notified not less than thirty (30) days prior to all regular meetings of the date, place and time of the meeting. Written notice of

special meetings shall be mailed not less than fifteen (15) days prior to the meeting and shall state the purpose(s) of the meeting.

## **ARTICLE VIII: ORDER OF BUSINESS**

The order of business at all regular meetings of the Board shall be determined by the Chair.

## **ARTICLE IX: SUBCOMMITTEES**

The Chairperson may appoint subcommittees as the need arises. Subcommittees may consist of members of the Executive Board, personnel from the Department of Criminal Justice Services, or other individuals, both inside and outside of the criminal justice arena. The Chairperson and the Vice-Chairperson shall not serve on the same subcommittee. All subcommittee chairs and members shall serve at the pleasure of the Chairperson. Each subcommittee shall make reports to the Executive Board as required.

## **ARTICLE X: AMENDMENTS**

The by-laws may be amended by vote of the Executive Board at any regular or special meeting of the Executive Board.